

**Rumsey Green Committee(RGC) –
1/4/13 Summary Minutes and 1/11/13 Action Items (Final)
(Action items in **Bold**)**

Attendees: Harvey Heyser, Kathryn Bragg-Stella, Nathan Norris (partial via telephone), Eric Lewis, Jim Auxer (partial), Steve Ayraud

- I. Timeline. RGC to meet 1/11/13 in order to **prepare a report for presentation for the Planning Commission's 1/16/13 meeting.**
- II. Provide minimum residential component for mixed-use buildings (abbreviated as: 50% residential for the upper floors of the mixed-used buildings). PM recommends adopting residential targets for each parcel. **PM to submit and revise Figure 2 to indicate that Sheetz and grocery store are single-use non-residential.**
- III. % open space –**PM to explain the design criteria for the apartment buildings, provide the total open space calculation for all areas of the site and provide provisions for open space development if e.g. the grocery store is not built.**

H. Heyser to discuss open space variance process with the chair of the Board of Appeals.

- IV. Review of Figure 3: Regulatory Plan. **PM to clarify "Flex Frontage" (previously called "Open Frontage"). PM to conform the color coding in Figure 2 to the frontage designations in Figure 3.**

- V. Review of Street Types

PM to indicate the background for how these street types were proposed for Ranson. RDG to review fire truck and garbage truck required clearances and respond. Public Works Director to respond to initial submittal.

- VI. Review of Rumsey Green District document.

- A. Signage –**PM to provide suggestions for grocery store signage. RGC to discuss with full PC whether the proposed signage sections should be included in the Rules or utilize the new Title 9 sign ordinance.**

- B. Building appearance requirements. **PM to add in next version.**

- C. Parcel widths/Building Dispositions

- 1. 80% Building coverage of parcel –**PM to clarify why this was deleted from Version 1.** Parcel boundaries will be as shown on Figure 3.

- 2. The possibility of converting a building (e.g. bank) to a condominium needs to be provided. The group concludes that there is nothing in the rules that would preclude this from occurring. **PM to confirm.**

D. Building Height - 25 feet from ground level needed? E. Lewis notes that there is a need to allow tenants (e.g. some chain restaurants) with no usage on the second floor. i.e. 25' tall ceilings. The Committee's concern is that this could lead to large single story buildings which is contrary to the intent of providing a downtown Shepherdstown environment. This concern should be alleviated by the requirement for minimum residential targets for the mixed use buildings (other than Sheetz and grocery). This condition appears to be allowed already by the current version of the code since premises with ceilings greater than 14' height are considered 2 story. S. Ayraud would like to see some sketches of possible configurations of the concept plan that could accommodate such uses. **PM to review.**

E. Frontage Standards

1. **Sheetz and Entry parcels - PM, RDG, RGC to think about better uses of this space other than lawn.**
2. Use of vinyl exterior materials. This could include siding, trim, windows, soffits, fascia, etc. Should a max. % be established? Trim details are important when vinyl siding is used. **E. Lewis draft the description of the issue for PC consideration at the 1/16/13 meeting. PM to review this overall issue and advise.**
3. 60% shopfront glazing, 25% residential. **PM to provide photo examples.**
4. Landscape Screens. **PM to provide photo examples of these screens.**
Initial reaction to these screens is that we have questions about their purpose.

F. Parking

1. Based on the latest parking ratios it appears that inadequate amount of parking is shown on the plan for several of the buildings. (G,P, A-F).
2. Residential parking. H. Heyser recommends that the 0.5 per residence "pool" parking is to be established off-street. This will allow on-street parking to be reserved for guests, shopping spillover and Shepherd University commuters. **PM to account for the increased on-site parking in the next version.**
3. Shopfront parking minimums were raised from those in Version 1 based on the perception that they were too low. **These minimums are to be discussed with the PC. H. Heyser to review existing parking usage issues with the Parking Committee and the Parking Enforcement Officer.**
4. **E. Lewis to check with the RDG on recommend parking ratios.**

VII. Other Design Issues

- A. Transit center – Existing PanTran bus service circulates from west campus to east campus on a half hour basis when Shepherd University is in session. Since this bus passes in front of the project, a transit stop should be established. This could serve student residents of Rumsey Green as well as residents who would like access to downtown Shepherdstown. Conversely downtown Shepherdstown residents who want shopping access to Rumsey Green could utilize this service. Ideally the transit

stop would be covered and located inside the complex (not on Route 45). **PM to make suggestions.**

VIII. Process Issues – It was agreed that RDG is unable to provide details at this time to allow the items required by Title 9 to be considered. The Committee will no longer include process issues consideration in its weekly agenda.

IX. Next meeting. The next RGC meeting will be January 11, 2013 10:00 AM at Town Hall. It is expected that a conference call to Nathan Norris at approx. 10:15 AM will be part of this meeting.

X. New Items

A. Review revised Version 2 submittal (due 1/7/13)

Submitted by,
Steve Ayraud – Chair

Approved as corrected by Motion at the Committee's 1-11-13 Meeting